



Minutes NV COMMUNICATIONS STEERING COMMITTEE

DATE	March 1, 2005
TIME	1:30 – 4:00 Pm
LOCATION	2525 South Carson Street – Carson City 555 East Washington Street – Las Vegas
RECORDER	Maggie Thorne

ATTENDANCE

Carson City Members	Present	Las Vegas Members	Present
Terry Savage, Co-Chair, Dept of Information Technology	✓	Jack Staley, Co-Chair LV Valley Water District	✓
Robert Chisel, Dept of Transportation	✓	Dennis Cobb, LV Metro Police Dept	✓
Neil Harris, Elko County Sheriff's Office	✓	Anthony DeMeo, Nye County	✓
Mark Foxen, NV Health Division	✓	Rod Massey, Clark County	✓
Kay Scherer, Dept of CNR	✓	Ronda Hornbeck, Lincoln Cty	✓
Major Bob Wideman	✓		
Dan Newell, City of Yerington	✓		
James Johns, Reno Police Dept	✓		
Chris Lake, NV Hospital Association			
Dan Holler, Douglas County	✓		
Pete Menicucci, NV Nat'l Guard	✓		

Staff

Name	Present	Name	Present
Mark Blomstrom, Dept of Information Technology	✓	Gladys Myler, Attorney General's Office	✓
Maggie Thorne, Dept of Information Technology	✓	Dave McTeer Dept of Administration	
Jim Wilson, Clark County/SNACC	✓		

I. CALL TO ORDER

Terry Savage called the meeting to order at 1:35 pm. Terry introduced Keith Munroe, General Counsel and Deputy Chief of Staff for Governor Kenny Guinn and welcomed him to the meeting.

Terry briefed the members that one thing the Committee **would not** be doing today, is passing a formal recommendation to pass on to the Homeland Security Commission. The intent today is to go through the action plan recommendations and decide which ones we can accept as is, which ones we can accept with amendments, which ones we want to reject and which ones we may want to put out for public comment.

II ROLL CALL/MINUTES

The roll call was conducted by Maggie Thorne. Present: 15 members, 0 alternates.
Absent: 1

THE MINUTES FROM THE 2/01/05 MEETING WERE REVIEWED AND APPROVED WITH THE FOLLOWING AMENDMENTS: ITEM IV. DAN NEWELL VOTED YES. THE MOTION WAS MADE BY TONY DEMEO AND SECONDED BY DENNIS COBB. MOTION CARRIED.

IV. **QUALITY ASSURANCE REPORT ON SURVEY DATABASE**

Terry introduced Brian Kagele, who currently provided quality assurance services to the Department of Taxation, who did an analysis of the survey. Brian Kagele said that a few weeks ago he was tasked with looking at the survey and the database. His review was focused only on Section 5.3, Survey and Data Collection of the Letter Bid Request (LBR #14). Brian indicated he looked at the methodology, the database, validated responses with respondents to confirm their responses were accurate. He concluded that the consultant had met the requirements of Section 5.3.

Robert Chisel questioned the responses from agencies who did not complete the survey online. Brian indicated he spoke to Tim Peters (TechKnowledge) about that and he didn't provide information regarding that other than a spreadsheet notating all the 364 identified agencies which 341 agencies they had contacted. Brian indicated that 251 agencies have sign-ons in the database and 113 of the 251 actually responded. Jim Johns referenced a letter submitted by the Washoe County Regional 800 MHz communications system Joint Operating Committee wherein they believe the survey data is severely flawed. The data does not accurately portray a statistical representation of Nevada radio systems. In view of concern over the survey responses, Robert Chisel made **A MOTION TO EXTEND DISCUSSION ON THE SURVEY FOR ONE HOUR. THE MOTION WAS SECONDED BY JIM JOHNS. MOTION WAS CARRIED AFTER A VOTE OF 9 YES, 3 NO, 3 ABSTENTIONS.**

Rod Massey asked what the plans are to resolve the issue over the survey. Terry felt that the survey needs to be expanded, completed and refined. His personal view was that there is enough information to accept some of the recommendations. Rod Massey asked if Terry could come back with a resolution or action that addresses the issues with the survey, so we can table this issue and move on.

Glade Myler added that the mandate given to the Homeland Security Commission does not include utilities in the interoperability plan.

The majority of concerns from the members with regards to the survey rested heavily on the fact that written responses to the survey and updates to the survey were not reported in the results (statistics) and therefore the validity of the results is questionable and does not reflect an actual true picture of the State.

DENNIS COBB MADE A MOTION TO TABLE DISCUSSION ON THIS SUBJECT (THE SURVEY), BUT THAT THIS ISSUE BE RESOLVED PRIOR TO FINAL APPROVAL AND PASSAGE OF ANY LATER PLAN FROM THE COMMITTEE. BOB WIDEMAN AND JIM JOHNS SECONDED THE MOTION. MOTION WAS CARRIED AFTER A VOTE OF 13 YES, 2 ABSTAINS.

V ACTION PLAN DISCUSSION

Terry asked for a consent calendar of each Action Plan item (Page 67, Section 11, Items 11.2 through 11.5) Members agreed on which items to discuss. 19 out of 32 items were agreed upon to discuss. Those items were identified and agreed upon as to what action to take on them:

Action Plan Item	Action Agreed Upon
11.2.1	Table and Rewrite. Dennis Cobb asked for Glade's input. It was agreed to reword this item so that the Committee assisted DEM or the standard (current) process rather than carving off a separate chunk. There was a motion and second to adapt the references to G1 subsequent to this item – motion carried
11.2.6	Table until DPS could report back on this item. (Bob Wideman will report back) A motion was made and accepted that any reference to DEM should be replaced by DPS. Motion carried.
11.2.9	Accept as amended. Committee did not like the use of the terms "bottom-up" and "top down". Motion was made and accepted to change wording to read "Future planning efforts will be based on input from the user community." Motion carried
11.2.10	Delete. Motion was made and seconded to Delete. Motion carried.
11.2.11	Rewrite. Motion was made and seconded to reword this item to read "The Committee will support mutual aid/interoperability frequencies management through existing state agencies." Motion carried.
11.2.12	Adopt for Public Comment. Motion was made and seconded to adopt for public comment. Motion carried.
11.2.13	Table. Motion was made and seconded to table this item. Motion carried.
11.3.2	Accept with change. Motion was made and seconded to accept with the replacing NHP with DPS. Motion carried.
11.4.1	Table and Rewrite. A Motion was made and seconded to table and rewrite. Agreed to change reference of DEM to DPS. Motion carried
11.4.3	Accept for Public Comment. Motion was made and seconded to accept as written. Motion carried.
11.4.4	Rewrite. Motion was made and seconded to rewrite. Motion carried.
11.4.5	Table and Rewrite. Motion was made and seconded to table and rewrite. Motion carried.
11.4.6	
11.4.7	Accept as amended by omitting the first sentence that says "Using the backbone transmission capacity of the State Microwave Network." Motion was made and seconded to accept as amended. Motion carried.
11.4.8	Table. A motion was made and seconded to delete this item. A vote of 9 No, 2 Yes, 3 abstain – motion denied. The item was then tabled until the next meeting.
11.4.9	Table and Rewrite Glade commented if the recommendation is not written clear as to intent, then the public will find it unclear as well. Referencing this item would be helpful – reference would be page 57-58, section 8.2.9) A motion was made and seconded to table and rewrite. Motion carried.
11.4.11	Table and Rewrite. Terry mentioned that this one (similar to the one above) should also be a table and rewrite. He asked for objections.

	None given.
11.4.12	Delete. Motion was made and seconded to delete. Motion carried..
11.5.1	Accept as amended. Glade felt this recommendation should be left in because of the reference to NIMS. Dennis Cobb asked that instead of saying develop training programs, change to support and participate with other state agencies in training programs for all public safety personnel. No objection to that change. A motion was made and seconded to delete the last two sentences. Motion carried. A motion was made and seconded to accept as amended.

The following items were agreed upon **not to discuss** and therefore were approved for the consent calendar for publishing for public comment:

Action Plan Item
11.2.2
11.2.3
11.2.4
11.2.5
11.2.7
11.2.8
11.2.14
11.3.1
11.3.3
11.4.2
11.4.10
11.5.2
11.5.3
11.5.4
11.5.5

VI. MEMBER COMMENT

Tim Peters requested on page 100 of the plan for members to give him feedback on performance metrics. He asked for members to e-mail him that information.

Jim Johns asked when the Committee would be going over the material preceding these pages. Terry said it would be started next month. Jim responded "So pages 1-66 would be on the agenda for discussion." Terry concurred.

Tony DeMeo asked the survey be opened again (Tim Peters said it was never closed) so members could once again check their data. Robert Chisel asked that the Committee receive (from Tim Peters) a data output of what agencies responded, the number of radios they responded with and their basic interoperability needs. A simple spreadsheet, of who said what. Then we all can see what data is in there. Tim Peters agreed he could provide that data.

Pete Menicucci asked who was going to input the data that was mailed in. Tim Peters said he would get in touch with those agencies and see what they want to do.

Kay Scherer asked that we have a timeframe to correct the data before the spreadsheet is run. Terry said it will never be fixed, so let's get a snapshot of it now so we can go forward.

Glade asked for clarification of the legal comment the Committee has asked from him – he said it would be his suggestion that he make legal comment on the rewrites and asked if that is what the Committee wanted. Terry agreed.

Jim Johns brought the letter from Washoe County WCRCS to the member's attention. Terry said the letter would be included and entered into the record as an official public comment. All members received a copy of the letter. Jim Johns asked that the record reflect that the WCRCS is not in favor of standards or recommendations that would constitute an unfunded mandate to the County of Washoe, or opinions that would throw away an existing 12 million dollar infrastructure and waste taxpayers money which would not go down easily with the myriad of groups that I (Jim Johns) represent.

Jim Johns asked about P25 standards being adopted and Terry said it would be discussed at the next meeting.

Robert Chisel suggested an agenda item for defining what a public safety agency is. Robert also mentioned that on March 8, California is having their CA/NV radio frequency interoperability plan review at the Horizon Hotel in South Lake Tahoe.

Kay Scherer asked how Terry was proposing to seek public comment on this action plan. Period of time? Terry said we are looking at 30 days and post it on a website and send notices to our interest group. Tim Peters said there is a FCC website as well where it could be posted.

Neil Harris said he was in the process of meeting with 5 counties in the North to put together some kind of interoperability program and recommendations and he said he did a review of all the counties outside the State of Nevada that border Elko County regarding their communication process and what they have. Terry asked him to share this information with the Committee. Neil agreed.

PUBLIC COMMENT

None given.

VII. ADJOURNMENT

The meeting adjourned at 4:00 pm. Future Meeting: April 5, 2005.

Minutes are posted on the website at: <http://ncsc.nv.gov/>

Questions Call: 775-684-5859 or email maggiet@doit.state.nv.us

The meeting was recorded.

Draft minutes submitted by Maggie Thorne, 3/2/05

APPROVED: _____ DATE: _____